

MANSFIELD TOWNSHIP COMMITTEE MEETING

December 22, 2015

This is a regular meeting of the Mansfield Township Committee. The notice requirements of the law have been satisfied for this meeting by notice to the Star-Gazette and the Express Times of the time, date and location thereof. Notice was also posted on the announcement board located in the Municipal Building.

Roll Call: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Salute to the flag was done by all.

APPROVAL OF THE MINUTES:

Mr. Watters made a motion to approve the minutes from the regular meeting held on December 9, 2015, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

BILL LIST:

Mr. Watters asked if 151217 was a one-time billing for Washington Township Shared Service.

Mr. Daniel stated that this was a one time billing.

Mr. Watters asked how many gallons of oil were delivered on 151225.

Mr. Daniel stated that was for 138 gallons at \$1.40.

Mr. Watters asked about 151269 for the salt shed is this a percentage of the contract.

Mr. Watters made a motion to approve the Bill list with addendum, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

CLERKS REPORT:

Ms. Hrebenak stated that she has a relief application for Joseph LeClair and that all items are in order, all that is needed is a motion for signature from the Clerk.

Mayor Clancy made a motion to approve the clerks signature Relief Application for Joseph LeClair, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

Mr. Misertino made a motion to approve licenses for Port Murray and Route 57 Auto Salvage, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

The Township Committee agreed that they would like to change the Reorganization meeting to January 1, 2016 at 10am.

Mr. Watters made a motion to proceed with the Contract for Fire Prevention Shared Service with Washington Township, Morris County, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

Mr. Watters made a motion to proceed with the Contract for Tax Collector Shared Service with Washington Township, Morris County, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

Mr. Misertino made a motion to proceed with the Contract for CFO Shared Service with Washington Township, Morris County, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

FINANCE REPORT:

Mr. Daniel has nothing to report.

Mr. Daniel stated that he passed his test and is now licensed.

EMPLOYEES REPORTS:

Mrs. Fascenelli had nothing to report.

ENGINEERS REPORT:

Mr. Finelli stated that there is nothing new with the Meadows of Mansfield development.

Mr. Finelli stated that they will be submitting the retaining wall design for the Watters Road project.

Mr. Watters asked why this has been reported for the last three meetings. Mr. Watters stated that this has been a month and a half and there was nothing submitted.

Mr. Finelli stated that the site prep work is 97% complete. Mr. Samson realized that we are about 70 plates short and Clear Span was contacted and will be sending the plates and the install is scheduled for January 4, 2016.

Mr. Finelli stated that there has been a lot of discussion on the Change Orders.

Mr. Watters questioned the amount of blocks that were used on the foundation.

Mr. Finelli deflected to Mr. Samson.

Mr. Samson stated that 185 block were used.

Mr. Watters asked what size stones were in the top course of hot mix.

Mr. Finelli stated that this would be the equivalent of 3/4.

Mr. Watters stated that he doesn't feel that the grading is up to par and believes that it should be brought up to par.

RESOLUTION:

RESOLUTION # 2015 –122
REFUND OF RECREATION REGISTRATION
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Leucetia Shaw paid \$ 70.00 (check # 2193) dated 11/23/15 for her child to participate in basketball with the Township of Mansfield, County of Warren,

WHEREAS, her child will not be participating in the basketball program,

NOW THEREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to refund the amount of \$ 70.00 to Leucetia Shaw.

Mr. Watters made a motion to approve the passage of Resolution 2015-122, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2015-123

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
ASSESSMENT ERROR TAX REFUND**

WHEREAS, the following property has an overpayment due to an assessment error of \$17.04 for the 2015 4th quarter property taxes;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day December 2015 that the Tax Collector and Township Finance Office are hereby authorized to refund the following overpayment:

John Lancendorfer
64 Hilltop Rd
Washington, NJ 07882

Block 601.01 Lot 14
Refund: \$ 17.04

Mr. Misertino made a motion to approve the passage of Resolution 2015-123, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2015-124

**TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY**

WHEREAS, the Tax Collector of the Township of Mansfield has advised the Committee that the following property has been redeemed and the money due thereon paid to the Township of Mansfield Tax Collector;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day of December 2015, that payment is to be made to the certificate holder as noted:

<u>Block</u>	<u>Lot</u>	<u>Address</u>	<u>Lien holder</u>	<u>Cert#</u>	<u>TOTAL REFUNDED</u>
3201	13.03	93 Schafer Rd	FWDSL & Associates LP	15-0045	\$ 7,206.07 Lien
			17 W Cliff Street		\$ 15,000.00 Premium
			Somerville, NJ 08876		

Mr. Watters made a motion to approve the passage of Resolution 2015-124, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2015-125
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY
AUTHORIZE REFUNDS TO THE HACKETTSTOWN MUNICIPAL UTILITIES
AUTHORITY

WHEREAS, the following properties listed below have refunds to be made in the amount of \$ 2,244.53 for the 2014 Hackettstown MUA charges;

NOW THEREFORE BE IT RESOLVED, by the Township Committee of the Township of Mansfield this 22nd day December 2015 that the Tax Collector and Township Finance Office are hereby authorized to refund the following payment to remove from tax sale for utilities:

Hackettstown Municipal Utilities Authority

424 Hurley Dr

PO Box 450

Hackettstown, NJ 07840

Block	1102.13	Lot	1	Qual	C020A	\$192.13
Block	1906	Lot	7			\$415.05
Block	1903	Lot	9			\$415.05
Block	1102.08	Lot	4	Qual	C015D	\$368.45
Block	1102.05	Lot	7	Qual	C012G	\$500.04
Block	1102.10	Lot	8	Qual	C017H	\$353.81

Refund: \$ 2,244.53

Mr. Watters made a motion to approve the passage of Resolution 2015-125, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

RESOLUTION # 2015- 126
FOR TRANSFER OF FUNDS
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, there are insufficient funds in some of the 2015 budget line items; and
WHEREAS, N.J.S.A. 40A:4-58 permits the transfer of funds from accounts with a surplus to cover such

demands,

NOW, THEREFORE BE IT RESOLVED, (not less than two-thirds of all members thereof affirmatively concurring) that the Chief Financial Officer of Mansfield Township, County of Warren, State of New Jersey, is hereby authorized to make the following transfers in accordance with the provision of this resolution:

CURRENT FUND

<u>Account:</u>	<u>From:</u>	<u>To:</u>
Code Enforcement O/E	\$ 4,000.00	
Municipal Clerk Salary	\$ 2,833.95	
Planning Board O/E	\$ 800.00	
OEM Salary	\$ 1,000.00	
General Administration O/E		\$ 3,000.00
Finance Salary		\$ 1,778.85
Tax Assessment Salary		\$.10
Municipal Court Salary		\$ 2,205.00
Public Defender Salary		\$ 1,650.00
TOTALS	\$ 8,633.95	\$ 8,633.95

Mrs. Kocher made a motion to approve Resolution 2015-126, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

2015-127

STATEWIDE INSURANCE FUND

RESOLUTION APPOINTING FUND COMMISSIONER

WHEREAS, Township of Mansfield (hereinafter "Local Unit") is a member of the Statewide Insurance Fund (hereinafter "Fund"), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the that Dena Hrebenak is hereby appointed as the Fund Commissioner for the Local Unit for the year 2016; and

BE IT FURTHER RESOLVED that Michael Reilly is hereby appointed as the Alternate Fund Commissioner for the Local Unit for the year 2016; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund. .

Mrs. Kocher made a motion to approve the passage of Resolution 2015-127, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

2015-128

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Township of Mansfield (hereinafter “Local Unit”) has joined the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the “Fund”; and

WHEREAS, the Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; and

WHEREAS, the “Fund” has requested its members to appoint individuals or entities to that position; and

NOW, THEREFORE, BE IT RESOLVED by the governing body of “Local Unit”, in the County of Warren and State of New Jersey, as follows:

1. Township of Mansfield hereby appoints Skylands Risk Management, Inc. its local Risk Management Consultant.
2. The Mayor (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2016 in the form attached hereto.

Mr. Watters made a motion to approve the passage of Resolution 2015-128, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy
Nays: None
Absent: None
Abstain: None

RESOLUTION # 2015 –129
REFUND OF RECREATION REGISTRATION
TOWNSHIP OF MANSFIELD
WARREN COUNTY, STATE OF NEW JERSEY

WHEREAS, Cindy Korczukowski paid \$ 140.00 via credit card on 11/1/15 for two (2) children to participate in

basketball with the Township of Mansfield, County of Warren,
WHEREAS, one child will not be participating in the basketball program,
NOW THEREFORE BE IT RESOLVED, that the Chief Financial Officer be authorized to refund the amount of \$ 70.00 to Cindy Korczukowski.

Mr. Watters made a motion to approve the passage of Resolution 2015-129, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

ORDINANCE:

Second Reading:

ORDINANCE NO 2015-17

AN ORDINANCE OF THE TOWNSHIP OF MANSFIELD, COUNTY OF WARREN, STATE OF NEW JERSEY AUTHORIZING THE LEASE FOR AGRICULTURAL PURPOSES OF CERTAIN PROPERTY OWNED BY THE TOWNSHIP AND NOT REQUIRED FOR PUBLIC PURPOSES AND MORE COMMONLY KNOWN AS A BLOCK 1402, LOT 5.

WHEREAS, the Local Lands and Buildings Law, N.J.S.A. 40A:12-14 authorizes the lease by municipalities of any real property, capital improvements or personal property or interests therein, not needed for public use to the highest bidder by open public lease at auction or by submission of sealed bids after the required newspaper advertisements; and

WHEREAS, the Township of Mansfield is the owner of certain real property known as Block 1402, Lot 5; and

WHEREAS, said property is not presently needed for public use, and is believed to be suitable for agricultural purposes; and

WHEREAS, the Township Committee has determined that it is in the best interest of the Township to lease the property for agriculture purposes; and

WHEREAS, the property known as a portion of Block 1402 Lots 5 was offered for lease to the highest bidder upon receipt of sealed bid submissions, pursuant to N.J.S.A. 40A:12-14. The bid opening was held on June 24, 2015 at 10:00 a.m. at the Municipal Building, 100 Port Murray Road, Port Murray, New Jersey.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Committee of the Township of Mansfield, County of Warren, State of New Jersey, that:

The lease of the subject property was offered for public bidding and the highest responsible bidder was Leonard Truskowski of Stewartsville, New Jersey with a bid of \$101.50 per acre per year for a total of five years.

BE IT FURTHER ORDAINED that the property shall be leased in accordance with the terms enumerated in the form lease advertised and a copy of the signed lease shall be available for inspection at the Township Municipal Building.

Section 2:

If any section or provision of this Ordinance shall be held invalid in any court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section of the provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Effective Date.

This Ordinance shall take effect upon final passage and publication as provided by law.

Mr. Watters made a motion to approve the passage of Ordinance 2015-17 and requested that the results be advertised, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

PUBLIC PORTION:

Mr. Minter asked which account the money for the farm lease will be deposited into.

Mr. Watters stated that this money goes into the General Fund.

Mr. Minter stated that he believes that this should be put back in the Open Space fund.

Mr. Minter asked that the Township Committee see what the 5% increase is for in the Shared Services with Washington Twp, Morris County.

Craig Dunwell, Mayor Elect Borough of Alpha, is here with Michael Shwar to discuss the CFO shared services.

Elizabeth Griggs asked about the tax reassessment results that have been requested.

Mr. Misertino stated that he would have them sent to her.

EXECUTIVE SESSION:

Mr. Misertino made a motion to enter into Executive Session at 8:24pm, which was seconded by Mr. Clancy.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mrs. Korczukowski made a motion to return to Regular Session at 9:57pm, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Lavery, Esq. stated that during Executive Session the Committee discussed a Contractual Matter dealing with the Salt Shed, and a personnel matter pertaining to a potential Shared Service with Alpha copies of these minutes will be available as soon as the Committee feels they are no longer a harm to the public interest.

Mr. Watters made a motion to have the Attorney draft the letter to Samson Concrete that was discussed in Executive Session, which was seconded by Mrs. Kocher.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mrs. Kocher made a motion to have the attorney draw the contract for the Shared Service Agreement with Alpha for CMFO, which was seconded by Mr. Misertino.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

COMMITTEE PERSON COMMENTS:

Mayor Clancy asked about the Shared Service with the Elementary School for snow removal.

Ms. Hrebenak stated that this was presented to the school for signatures and then we will be signing off.

Mr. Watters made a motion to approve the Snow Removal contract subject to the approval of the Board of Education, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Watters made a motion to have Hackettstown flooring install the new carpeting on the upper level of the Municipal Building for a total amount of \$13,616.44, which was seconded by Mrs. Korczukowski.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Misertino made a motion to move forward with Recdesk online reg system for recreation, which was seconded by Mr. Watters.

Ayes: Mr. Misertino, Mr. Watters, Mrs. Kocher, Mrs. Korczukowski, Mayor Clancy

Nays: None

Absent: None

Abstain: None

Mr. Misertino spoke about the possibility that the Cadillac plan tax for the health insurance may be gotten rid of.

Mrs. Korczukowski made a motion to adjourn at 10:17pm, which was carried by all.